

CORONADO SHORES LANDSCAPE & RECREATION COMMITTEE

GENERAL SESSION MEETING

December 10, 2020, 2:30pm, Zoom Conference Video Call

MINUTES

1. CALL TO ORDER/ROLL CALL: Jan Zobrist called the meeting to order at 2:30pm.

<u>ASSOCIATION</u>	<u>REPRESENTATIVE</u>
#1 Cabrillo	Jan Yanda
#2 La Sierra	Oliver McGonigle
#3 Las Palmas	Robert Clinton
#4 Las Flores	Karen Perry
#5 El Camino	Carlos Bonacich
#6 La Playa	Don Smith
#7 La Perla	Beth Mulcahy-Elardo
#8 El Encanto	Jan Zobrist, Chair
#9 El Mirador	Ken Sigelman
#10 La Princesa	Kevin McAuliffe

ALSO ATTENDING:

L&R General Manager	Jerry McDonald
Controller	Katherine Wolf (Moderator)
L&R Staff	Missy Smith

2. OPEN FORUM: 1)Trisha Trowbridge, #5 – Email response regarding the Avenida del Sol signage, sidewalk and the transition to the paseo. 2)Karen Perry, #4 – Tree trimming and the path behind Las Flores needing maintenance.
3. APPROVE MINUTES:
A. General Session of November 19, 2020 –
Motion: To Approve the General Session Minutes of November 19, 2020 made by Beth Mulcahy-Elardo and seconded by Oliver McGonigle. **(Vote 10/0) Motion Passed.**
4. REPORTS:
A. General Manager – Jerry reported that the water would be shut off to some of the buildings on Thursday, December 17th from 10pm-6am due to construction work on Ave del Sol; the holiday lights are up and a large Menorah at the south end of the lagoon will be lit each evening, starting tonight at sundown, for seven days and the Toys for Tots campaign will run through Friday, December 18th. Jerry gave an update on current projects throughout the campus and stated that they should all be completed by year end.
B. October 2020 Financials – Katherine Wolf reported the financial information and answered questions.

INCOME:	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Administration	\$ 1,250.00	\$ 1,120.00	\$ (130.00)
Assessments	\$ 2,129,723.40	\$ 2,129,723.44	\$.04
Recreation	\$ 153,300.00	\$ 109,600.76	\$ (43,699.24)
Beach Club	\$ 227,400.00	\$ 47,684.51	\$ (179,715.49)
TOTAL:	\$ 2,511,673.40	\$ 2,288,128.71	\$ (223,544.69)

CGS:	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Beach Club:	\$ 93,798.13	\$ 23,682.74	\$ (70,115.39)
GROSS PROFIT:	\$ 2,417,875.27	\$ 2,264,445.97	\$ (153,429.30)

EXPENSES:	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Administration	\$ 500,294.78	\$ 428,407.28	\$ (71,887.50)
Landscaping	\$ 243,833.30	\$ 250,114.00	\$ 6,280.70
Maintenance	\$ 480,088.43	\$ 492,048.80	\$ 11,960.37
Recreation-BC	\$ 165,561.32	\$ 115,034.25	\$ (50,527.07)
Recreation-HC, RP, etc.	\$ 104,170.06	\$ 89,031.44	\$ (15,138.62)
Recreation-Utilities	\$ 471,166.70	\$ 482,480.49	\$ 11,313.79
Security	\$ 395,050.00	\$ 341,648.93	\$ (53,401.07)
TOTAL:	\$ 2,360,164.59	\$ 2,198,765.19	\$ (161,399.40)

NET INCOME: \$ 57,710.68 \$ 65,680.78 \$ 7,970.10

C. Covid Contingency Funds, Action – Katherine Wolf stated that the PPP loan had been forgiven and a decision as to what to do with the funds needed to be made. **Motion:** To Approve the spending of the \$170,000 PPP money as a separate account in the 2021 budget made by Oliver McGonigle and seconded by Beth Mulcahy-Elardo. **(Vote 10/0)**
Motion Passed.

5. **ADVISORY REPORTS:**

A. Beach Club Sub-Committee – Jan Zobrist reported that Mick Cagney had three designers come take a look at the Beach Club to get design proposals. They all suggested removing the pool table. Mick stated that he had a potential buyer for the pool table if we remove it.

B. Governing Documents Ad Hoc Committee, Update – Karen Perry reported that the committee had written the first draft of sections 2, 3 and 4. Please take those back to your board and discuss and send in writing any comments from your board to Robert Clinton or myself and if you would pay particular attention to the sections “Voting” and “A Quorum”.

6. **UNFINISHED BUSINESS:**

A. Purchase Two Heaters for the Cabrillo Pool, Information Only – Jerry reported that he received two additional bids on the heaters and accepted the bid from Poolman for the purchase and installation of the heaters, due to the price difference of less than \$500, as authorized at last month’s meeting.

7. NEW BUSINESS:

A. Appoint Nominating Committee, Action – Jan Zobrist asked if Beth Mulcahy-Elardo, Don Smith and Kevin McAuliffe would serve on that committee and they accepted. Beth suggested that if anyone on the committee knew anyone interested in being elected, please contact the committee via email by the 2nd week in January.

B. Vote to Approve Sculpture at Cul de Sac on Avenida del Sol, Action – Tabled until next month.

C. Review and Approve Proposals to Resurface Tennis Courts #1-6, Action – Jerry reported that this project will be scheduled for late April or early May. **Motion:** To Accept the bid by Ferandell with the cement footing on court 1 or 6 made by Robert Clinton and seconded by Beth Mulcahy-Elardo. **(Vote 10/0) Motion Passed.**

D. Review and Approve Proposal for Combined HR Services, Action – Tabled until next month.

E. Renew Copy Machine Lease, Ratify – Jerry stated that he renewed the current copier lease and by doing so will save \$1,000 a year.

F. PPP Loan Forgiveness Letter, Information Only – Katherine stated that the PPP Loan had been forgiven and will show on the books in November.

G. Recommended Amendment to the Rules & Regulations
(1) No Smoking in the Common Areas – Tabled until next month.

8. NEXT MEETING DATE: Thursday, January 21, 2021 at 2:30pm, Zoom Conference Video Call.

9. ADJOURNMENT: 3:37pm - Motion to adjourn by Jan Zobrist.

Submitted By:



Approved On:

